

**Stevenson Memorial Hospital**  
**Board of Directors**  
**Meeting Minutes**

January 6, 2022

Teams Meeting

5:00 p.m.

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**In attendance:**

**Elected Directors:** John Murray, Board Chair; Shelly Cunningham, Norm Depta, Vice Chair, Wendy Fairley, Sheila Kaarlela, Jan Tweedy, Alison Howard, Kevin Mullins, Nishika Jardine, Colleen Butler, David Knight, Jeff Stubbs, Treasurer

**Ex Officio Directors:** Jody Levac, President & CEO; Carrie Jeffreys, VP, Patient Services & Chief Nursing Executive; William Bye, VP, CFIO; Dr. J. Scheeres, Chief of Staff, Boris Pavlin, Chair, Foundation; Gary Munro, Auxiliary President

**Staff:** Sharon Crowe, Board Liaison

**Guests:**

**Regrets:** Dr. O. Ramirez, President of Professional Staff

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**1.0 WELCOME, CALL TO ORDER & LAND ACKNOWLEDGEMENT – 5:01 pm**

**1.1 Quorum**

J. Murray advised that a quorum was present.

**1.2 Declaration of Conflict of Interest**

J. Murray reminded Board members in attendance of their responsibility to declare conflicts of interest, as outlined in the Corporation's Bylaws, and asked if anyone present wished to declare a conflict. None declared.

**1.3 Approval of the Agenda**

J. Murray noted that the Education Presentation noted on the Agenda as Item 2 would be postponed until the February meeting.

*Motion: Moved by C. Butler, seconded by D. Knight.*

*"That the Board of Directors accepts the agenda as amended."*

*All in favour. Motion passed.*

**2. PRESENTATIONS – There were no presentations this month.**

**3. CONSENT AGENDA**

**3.1 Board of Directors Minutes December 2, 2021**

*Motion: Moved by K. Mullins, seconded by S. Cunningham.  
“That the Board of Directors accepts the consent agenda as presented.”  
All in favour. Motion passed.*

**4. BUSINESS ARISING FROM CONSENT AGENDA – There was none.**

**5. REPORTS**

**5.1 Report of the VP Patient Care/CNE**

C. Jeffreys updated the Board on the following:

- QIP Update
- South Simcoe OHT Update
- Assessment Centre
- Staff Vaccinations
- SMH COVID-19 Positivity Rates

**5.2 Board Presentation to C. Jeffreys**

W. Fairley presented C. Jeffreys with a special gift from the Board of Directors to thank her for her 5 years of service to Stevenson Memorial Hospital.

**5.3 Report of the Chief of Staff**

Dr. J. Scheeres updated the Board on the following:

- There are 4 major departments in the hospital who meet on a regular basis.
- Omicron has affected hospital staff, but there is a positive spirit because we have come so far with vaccines and the possibility of an oral medication coming in March.
- SMH is “cutting edge” in its use of proper medications and PPE.
- We are able to pivot quickly and follow the almost daily changes in provincial directives.
- We can conquer this virus.

**5.4 Report of President of the Professional Staff**

Dr. Ramirez was not in attendance.

**5.5 Report of the VP Corporate Services/CFIO**

W. Bye reported on the 2022-23 Year to Date including:

- Updated Financials
- COVID expenses
- Assessment Centre funding
- Bed Capacity funding
- Budget process for next year.

**5.6 Report of President and CEO**

J. Levac updated the Board on the following:

- Omicron levels in the Province

- Health Human Resource challenges provincially and at SMH
- Directive 2 and surgical reduction and redeployment
- Recruitment of the Chief Nursing Executive

#### **5.7 Report of the Chair of the Foundation**

B. Pavlin referenced his report included in the meeting package including:  
People – Another staff resignation and the CEO is coming up to her 6 month anniversary.

Money – Matching gift program up to \$250,000. Numbers aren't finalized yet but in December raised over \$500,000.

#### **5.8 Report of the Auxiliary**

G. Munro updated the Board on:

No activity since the last report. Actively trying to come up with ways to make money. Working on a couple of projects and looking forward to getting back into the hospital.

### **6. REPORT OF THE BOARD CHAIR**

J. Murray advised on his activities in the past month including:

- Anticipating Minister of Health's visit
- Funding reimbursement approvals
- Commented on the Stage 3 RFP
- Campaign cabinet meeting
- Thanked the Board for the bereavement gifts

#### **Accept All Reports**

Motion: Moved by K. Mullins, seconded by N. Depta.

"That the Board of Directors accepts all reports as presented."

All in favour. Motion passed.

### **7. IN CAMERA SESSION**

*Motion: Moved by N. Jardine, seconded by W. Fairley.*

*"That the Board moves to in-camera session."*

*All in favour. Motion passed.*

*Motion: Moved by A. Howard, seconded by S. Kaarlela.*

*"That the Board moves into open session."*

*All in favour. Motion passed.*

The Board Chair advised that the following motions arose from the in-camera session:

- Five (5) new applications for medical staff; and
- Three (3) change in privileges for a member of the medical staff; and
- One (1) extension in privileges for members of the medical staff; were approved.

**8. NEXT MEETING DATE**

The next Board meeting will be held on Thursday February 3rd, 2022.

There being no further business, the meeting adjourned at 6:17 p.m. Moved by J. Stubbs, seconded by D. Knight. Carried.



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John Murray, Board Chair

Recording Secretary: Sharon Crowe